



Sudbury Town Council

Leisure and Environment Committee - Terms of Reference 2021

Purpose of the Committee

1. The Leisure and Environment Committee is established to oversee economic, social, leisure and environmental matters on behalf of Sudbury Town Council.
2. The Committee will consist of eight members appointed by the Full Council. The Mayor will be an additional ex-officio member, without voting rights. The Committee will normally meet on the last Tuesday of every month (not August or December unless urgent business), commencing at 6.30pm.
3. The Committee may appoint sub-committees whose terms of reference and members shall be determined by the Committee. Members of sub-committees may include non-councillors.
4. The committee has delegated authority from the Council to fulfil the following responsibilities (including spending within its approved budget):
 - a. **Leisure**
 - Entertainment, sporting and social activities.
 - Cultural, artistic and commercial events.
 - The promotion of tourism.
 - The Croft.
 - Mill Acre.
 - Work with the Common Lands Charity on improvements to the meadows.
 - Christmas lighting.
 - Historical and cultural heritage.
 - b. **Environment**
 - Crime, disorder and Community Safety.
 - Community Liaison.
 - Promotion of a sustainable local environment, including the operations of the council.
 - The maintenance, management and control of:
 - Town Hall.
 - Public seats.
 - Public conveniences.
 - Public clocks.
 - Public lighting.
 - Archives, regalia and pictures.
 - Miscellaneous property.



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- Areas of public open space.
- Bus shelters.
- Litter bins.
- Dog bins.
- Flower beds, planters and hanging baskets.
- Allotments.
- War memorials.
- The cemetery and closed churchyards.
- Market.

5. The Committee must produce a budget each year to cover forecast expenditure for all these areas for approval by the Finance Committee and the Full Council. Any proposed unbudgeted expenditure will require approval of the Finance Committee.